



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

May 4, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Maintenance and Operations Manager Randy Bailey, Engineering Aide Amber Mund, Street System Engineer Seth Wickstrom, Storm Drainage Engineer Tim Carlaw, Storm Drainage Technician Melanie May, Environmental Planner Jennifer Shih, Environmental Protection Manager Kelly McLain Aardal, Project Engineer Ryan Vondrak, Traffic Engineer Pablo Para, Transportation/Grants Manager Chris Hankins, Transportation Planner Joe Welsh, Planning Director Cindy Baker, Building Director Rick Hopkins, Assistant Planning Director Kevin Snyder, Grant Writer Michael Wilson, Citizens Wayne Osborne and Wayland Scarff, and Department Secretary Jennifer Rigsby.

Chairman Wagner announced an Agenda Modification. Discussion and Information Item E, Resolution No. 4482 and revised version of Resolution No. 4480, Discussion and Information Item A.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, April 20, 2009.

Motion carried 3-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-09 FOR VALLEY REGIONAL FIRE AUTHORITY

Engineering Aide Mund reviewed, with the Committee, the special conditions for Right-of-Way Use Permit No. 09-09 and the location of the parking and fencing for the temporary fire station on Old Howard Road SE. There were no questions from the Committee.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-09 for Valley Regional Fire Authority.

Motion carried 3-0.

C. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-10 FOR SCARFF MOTORS

Engineering Aide Mund explained Scarff Motors is applying to renew their existing Right-of-Way Use Permit which allows them to park vehicles in the Right-of-Way surrounding their property on 5th Street NE, B Street NE, and 7th Street NE.

Chairman Wagner asked what conditions are in place to prevent the applicant from parking too close to the southwest corner at 5th Street NE and Auburn Way N. Engineering Aide Mund answered the applicant must maintain the 4 foot pedestrian walkway. Wagner asked if that is in compliance with City Code. Mund responded she and Transportation Planner Welsh verified the sight-distance requirements are being met.

Transportation Planner Welsh answered questions asked by Chairman Wagner regarding potential sight-distance problems.

Chairman Wagner requested a condition be added preventing vehicles from being parked within 20 feet of the corners.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-10 for Scarff Motors, as amended.

Motion carried 3-0.

D. PERMISSION TO ADVERTISE FOR PROJECT NO. CP0901, 2009 LOCAL STREET PAVEMENT PRESERVATION

Street System Engineer Wickstrom answered questions asked by Chairman Wagner regarding the Utility Fund contributions to the project. Wickstrom stated funds were set aside for anticipated utility work. The streets with no anticipated utility work were chosen to be included in this year's project and the utility funds are available for other utility priorities.

Chairman Wagner asked how many miles of pavement were included in the project. Wickstrom responded approximately 3 miles. Chairman Wagner asked how the optional streets will be included in the bid process. Wickstrom said the project will bid without the optional streets and then later the streets will be added via change order, if funding allows. Wagner recommended the bid package include the project with and without the optional streets.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council grant permission to advertise for Project No. CP0901, 2009 Local Street Pavement Preservation.

Motion carried 3-0.

- E. PERMISSION TO ENTER INTO SERVICE AGREEMENT NO. AG-S-025 WITH EDEN ADVANCED PEST TECHNOLOGIES FOR MOSQUITO CONTROL AT WET STORMWATER PONDS

Storm Drainage Engineer Carlaw answered questions asked by Chairman Wagner regarding the migration of West Nile Virus.

Chairman Wagner asked if the agreement amount had increased since last year. Carlaw answered the amount had decreased because the number of ponds for surveillance had been reduced from 65 to 62 following a stormwater pond inventory.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council grant permission to enter into Service Agreement No. AG-S-025 with Eden Advanced Pest Technologies.

Motion carried 3-0.

- F. APPROVE FINAL PAY ESTIMATE NO. 2 TO CONTRACT NO. 08-23 IN THE AMOUNT OF \$7295.25 FOR A TOTAL CONTRACT PRICE OF \$62,766.59 WITH GARY HARPER CONSTRUCTION AND ACCEPT CONSTRUCTION OF PROJCT NO. CP0804, GREEN RIVER PUMP STATION MODIFICATIONS

Project Engineer Vondrak answered questions asked by Chairman Wagner regarding the budget status sheet. Vondrak reported the project came in significantly under budget.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve Final Pay Estimate No. 2 to Contract No. 08-23 with Gary Harper Construction and accept construction of Project No. CP0804, Green River Pump Station Modifications.

Motion carried 3-0.

III. EXECUTIVE SESSION

Director Dowdy suggested the Committee go into an Executive Session. Chairman Wagner called for an Executive Session at 3:13 p.m. to discuss a potential litigation matter. The session will last approximately 10 minutes.

The Committee reconvened at 3:26 p.m.

IV. ISSUES

- A. RESOLUTION NO. 4478 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN INTERLOCAL AGREEMENT WITH KING COUNTY FOR THE PURPOSE OF PROVIDING ROAD SERVICES

Traffic Engineer Para stated the agreement is to complete the annual striping. Chairman Wagner asked if the project needed to be open for bid. Para explained the agreement is interagency and King County roads crew will be performing the work.

Traffic Engineer Para said a portion of the striping should be completed by the end of May. The Committee discussed areas in need of striping and cross-hatching. Member Singer recommended the crosswalk on the Interurban Trail and West Main Street be widened.

Para reported reflectors will be installed on some streets which is included in the agreement.

Chairman Wagner requested staff track the cost of the project and quality of work to insure cost effectiveness.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council adopt Resolution No. 4478.

Motion carried 3-0.

B. ORDINANCE NO. 6238 AMENDING SECTION 13.32.030 OF THE AUBURN CITY CODE RELATING TO UNDERGROUNDING UTILITIES

Assistant City Engineer Gaub was present. Chairman Wagner requested that staff bring Ordinance No. 6238 back to the Public Work Committee in two weeks with options for administrative delay agreements which can be implemented by the City Engineer. Wagner stated the requirements for qualifying for a delay agreement need to be specific. Chairman Wagner and Gaub discussed undergrounding of service, frontage improvements and the deferral process.

Assistant Director/City Engineer Selle suggested that the delay agreement for undergrounding service should follow the other delay agreements where appeals can be brought back to the Director.

Assistant City Engineer Gaub brought number item 2 of the proposed code revision to the attention of the Committee. Gaub stated the items are related to commercial developments and as proposed provides an exemption to the requirement to underground the service lines regardless of whether the existing service is an underground service or not. Gaub asked the Committee for policy guidance on this issue. Chairman Wagner stated that is something that will need to be discussed at the next meeting with the delay agreement requirements.

Gaub stated the Ordinance will be brought back for discussion with the Planning and Community Development Committee then action at the Public Works Committee Meeting.

V. DISCUSSION AND INFORMATION

A. RESOLUTION NO. 4480 AUTHORIZING THE AUBURN CITY COUNCIL TO ACCEPT FEDERAL GRANT FUNDS FROM THE DEPARTMENT OF ENERGY UNDER THE AMERICAN RECOVERY AND INVESTMENT ACT

Referencing Page 2, Section 1, of the Resolution, Chairman Wagner asked if grant application will be brought before Council. Mayor Lewis answered if the funds are not in the existing budget it must go before Council. The Committee discussed when the application for a grant would be brought before Council versus when the acceptance of a grant would be brought before Council.

Member Singer commented on the inclusion of regional projects.

Mayor Lewis asked if the Project List, Exhibit A, is required to be included with the Resolution. Grant Writer Wilson answered it is required and includes regional collaborative projects. Wilson discussed the three categories of projects on the list, the U.S. Conference of Mayor's Project List, Regional Energy Program Collaborative Projects, and Program Partnerships with Puget Sound.

The Committee and Mayor Lewis discussed whether or not the grant application process is an administrative function versus a joint administrative legislative process.

Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding LED lighting and the difference between the LED signal lights and LED street lights. Selle stated there are other technologies other than LED's that will provide energy efficiency. Director Dowdy discussed the competitive grant process. There is an 18 month period during which the funds can be obligated. Dowdy stated all of the projects, other than those selected for the City's formula allocation, are intended for competitive grants.

Michael Wilson answered questions asked by Member Singer regarding the project list and whether or not the projects listed are all for competitive grants and the grant application requirements. Wilson commented the Resolution was modified and expanded to allow for the City to apply for various energy grants and the project list reflects that.

The Committee continued discussing regional projects, the grant application process, and federal grant guidelines. Chairman Wagner made suggestions on how to prioritize projects and give Council opportunity for input.

B. RESOLUTION NO. 4477 RELATING TO THE CITY JOINING THE LOCAL GOVERNMENTS FOR SUSTAINABILITY (ICLEI)

Assistant Planning Director Snyder provided a brief history of Resolution No. 4477 and ICLEI. At Chairman Wagner's requests, staff contacted other valley cities to determine their level of participation and/or interest in joining ICLEI. The City of Tukwila is currently a member. The Cities of Fife and Kent considered joining but decided not to. The Cities of Orting and Sumner were not aware of ICLEI. The City of Puyallup has concerns about the membership fee and the City of Renton joined a different organization.

Chairman Wagner commented on his concern of the organization being given too much influence; however he is still in support of joining. Member Singer stated there is value in the data from ICLEI and working on the City's carbon footprint.

The Committee is in support of joining ICLEI.

C. CODE UPDATE PROJECT – DESIGN STANDARDS

Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner regarding the information being reviewed by the consultant and how the data will be presented to the Committee.

10.04.1.45 Landing Approach

Chairman Wagner asked if staff was doing more than reconciling with the ADA. Traffic Engineer Para referred Wagner to Table 10-1, under Intersection for the grade requirements. Vice-Chair Cerino asked how the data will apply to driveways. Para referred to page 10-25, Section 10.04.4.3. Assistant Director/City Engineer Selle stated there is not a lot of information on the criteria of other jurisdictions regarding the vertical grade behind driveways. The Committee discussed the driveway transition from public property to private.

10.04.4.1 Driveway Locations

Chairman Wagner asked if the Committee felt the added language, "in a manner that strives to maintain existing access turning movements to other properties in the vicinity," is specific enough. Assistant Director/City Engineer Selle stated the staff policy regarding access control requires all such projects to be presented to the Committee especially in cases when access to an existing property is affected.

Chairman Wagner commented maybe the phrase, "will not guarantee that existing driveways be retained," should not be stuck out of the section. Selle said staff would provide some alternative language.

10.04.4.1.1 Functional Intersection Boundary

Chairman Wagner asked what types of restrictions will be placed on driveways. Selle answered vehicular turning movement restrictions. Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner regarding the restriction of Right-of-Way accesses. The Committee and Selle discussed Figure 10-4. Chairman Wagner suggested further detail and clarification for the restrictions outlines in Figure 10-4.

10.04.4.2 Driveway Layout

The Committee and staff discussed commercial driveways being required to be separated by 50 feet and the potential hardship for small businesses. Chairman Wagner recommended allowing shared driveways as an alternative. Vice-Chair Cerino concurred. Traffic Engineer Para referred the Committee to page 10-20.

10.04.4.4.2 Driveway Widths – Commercial/Industrial

Chairman Wagner asked where the standards for the driveway configuration are located. Assistant City Engineer Gaub stated the Standard Details for driveways require a sloped and flared area on either side of the driveway. Chairman Wagner requested to see the details.

10.04.4.5 Restricted Access Driveways

Chairman Wagner asked about the status of items 1-4. Selle responded those items will be separate sections that will be addressed in more detail at a later meeting.

10.05 Sidewalks

Assistant Director/City Engineer Selle answered Chairman Wagner's questions about sidewalks being required on both sides of streets. For public streets the standard is to have sidewalks on both sides. On access tracts and private streets lesser standards have been allowed.

The Committee and staff discussed the landscape strips between the curb and sidewalks.

The Committee and staff discussed meandering centerlines.

10.02.7 Summary Matrix of Street Design Requirements

Chairman Wagner asked why there was such a large increase in the Minimum Horizontal Curve Radius. Traffic Engineer Para stated the previous figures were based on a calculation using the maximum super elevation rate of 8% which was misleading. The new figures are based on a standard roadway cross section which is not superelevated. The figures now reflect the minimum requirements for a non-super elevated road. Applicants can use smaller radii if superelevation of the roadway is included in the design.

D. CAPITAL PROJECT STATUS REPORT* (Helbig)

Item 3 – C504A – R Street SE Utility Improvements: Chairman Wagner asked if staff is still waiting for the Right-of-Entry from the Muckleshoot Indian Tribe. Senior Project Engineer Helbig confirmed that staff has still not received Right-of-Entry at the access to the Leisure Manor Mobile Home Park. Mayor Lewis offered assistance in communicating with the tribe.

Item 6 – CP0762 – Les Gove Neighborhood Improvements: Helbig verified the budget figures need to be updated for water.

Item 7 – CP0815 – Mary Olson Farm Improvements: Senior Project Helbig answered questions asked by Chairman Wagner regarding the reallocation of federal grant funds.

E. RESOLUTION NO. 4482 ADDENDUM NO. 1 TO THE LEASE AGREEMENT FOR USE OF CITY OWNED PROPERTY BETWEEN THE CITY OF AUBURN AND VALLEY REGIONAL FIRE AUTHORITY

Risk Manager Roscoe presented Resolution No. 4482 to the Committee.

Roscoe answered questions asked by Chairman Wagner regarding the ownership of capital improvements, both (a) improvements to existing buildings and land leased to the VRFA by the City and (b) new station 33 construction by the VRFA on land owned by the City, clarifying the City would not own the station 33 structures only the land.

The Committee gave consensus to move forward, with the clarification on the ownership of capital improvements.

VI. ADDITIONAL DISCUSSION

Member Singer commented on the City of Sumner Resolution regarding work being done on the river. Singer stated the City of Sumner was asking for support from the City of Auburn. Member Singer said with changes in the language, she and other Councilmembers may be interested.

Chairman Wagner stated he is waiting for the position of the Puyallup and Muckleshoot Indian Tribes prior to giving support.

VII. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:55 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary